



PORT SECURITY SYSTEM OPERATOR 2015 Information Sheet

GENERAL INFORMATION

The Port Security System Operator examination will include two components: (1) **Application and Supplemental Questionnaire** and (2) **Performance Examination (Video/Audio-Based)**.

PERFORMANCE EXAMINATION

The Port Security System Operator performance examination is administered by the National Testing Network (NTN). The test that needs to be completed for this position is titled **"ECOMM" (Emergency Communications Test)**. **The test can only be taken through NTN and completion of the ECOMM test is required by all QUALIFIED applicants**.**

ECOMM is a testing system designed specifically for emergency communications. **ECOMM** is a three-part examination which includes: **1) CallTaker Video Test; 2) CallTaker Notes Test and; 3) Dispatcher Test**. The test administration takes approximately 3 hours.

Be advised that a fee is required to take the **ECOMM** examination. For specific information on each test module, please click on the following link:
<https://nationaltestingnetwork.com/publicsafetyjobs/ntn-test-ecomm.cfm>

You can also visit the NTN website at <http://www.nationaltestingnetwork.com> to familiarize yourself with the examination.

****Passing the ECOMM test alone does not guarantee qualification for the position. Candidates must also meet the minimum requirements for the position by submitting an online application to the City of Long Beach. **Only those candidates who meet the minimum requirements will be notified to take the ECOMM test.**** Additional information regarding testing will be provided to candidates **after** they file an application. To apply, go to:
<http://agency.governmentjobs.com/longbeach/default.cfm>.

BACKGROUND INVESTIGATION

Applicants must be able to pass a thorough background investigation, polygraph examination and psychological screening coordinated by the Long Beach Police Department (the investigation will cover information regarding relatives, references, acquaintances, educational background, residential history, employment history, criminal history, military service records, financial status, legal history, drug use and related areas.) Relatives, References and Acquaintances: During the course of the background investigation, people you know, including spouse, adult children, ex-spouses, parents, parents-in-law, siblings, friends, will be asked to comment on your suitability for the position of Port Security System Operator.

Education: Information you provide regarding your education will be verified. Transcripts will be required. **Residence:** A list of residences during the last ten years will be required. Neighbors may be interviewed.

Experience and Employment: A list of all previous and current employers will be required and they will be contacted to verify information regarding the applicant's employment. Emphasis will be placed on dependability, trustworthiness, and relationships with co-workers and general job skills while employed.

Military Service Records: Information provided by the applicant regarding military service status will be verified. A copy of your DD 214 will be required.

Financial Status: The management of personal finances is relevant to an individual's qualifications for a position of trust, such as Port Security Systems Operator. Candidates are evaluated on their level of responsibility demonstrated in managing their personal finances and behavior exhibited in meeting financial obligations. A sealed credit report will be required.

Legal: The applicant's driving and insurance records will be evaluated. Recent traffic accident reports will be required. Also, any arrests will be reviewed and a serious conviction may be grounds for disqualification from the position. In accordance with state law, a felony conviction will result in immediate disqualification.

Drug Usage: Recent or prolonged involvement with marijuana, cocaine, heroin, or other illegal drugs may be grounds for disqualification from the process. A complete history of alcohol and illegal drug use will be required.

POLYGRAPH EXAMINATION

A polygraph (lie detector) examination will be utilized to help verify and/or clarify the above information and other relevant information regarding the applicant's character, prior criminal activity, use of illegal drugs, or any other job related issues. Any inconsistencies or misstatements on your employment application or any other material provided throughout the process may be considered as untruthfulness.